



Development Services

Permit Processing 425-452-4898

Application for Mechanical

APPLICATION DATE	TECH INITIALS	PLAN REVIEW waived by	LAND USE REVIEW Yes _____ No _____ Initials _____	PERMIT #
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Job Information

Job Address _____ Suite _____ Floor _____
Parcel # _____ Property Owner _____
Project Name (if applicable) _____
Value of the Work (fair market value of labor & materials) \$ _____ Current Building Permit # _____
Occupancy Type: ☐ Single Family Residential ☐ Multifamily Residential ☐ Non-Residential
Activity Type: ☐ New Structure ☐ Addition to Existing Structure ☐ Alteration to Existing Structure ☐ Repair or Replacement

Mechanical Contractor Information

Contractor _____ Phone (_____) _____
Address _____ City, State, Zip _____
Contractor's State License # _____ **Contractor's Bellevue Business License #** _____
Required. Please call the Tax Office at 425-452-6851
Contact Person _____ Phone (_____) _____
Email Address _____ Fax (_____) _____

Description of Mechanical Work (indicate number of appliances) See reverse side for plan review requirements.

<input type="checkbox"/> Air Conditioner	<input type="checkbox"/> Generator
<input type="checkbox"/> Air Handler	<input type="checkbox"/> Heat Pump
<input type="checkbox"/> Appliance Vent	<input type="checkbox"/> Heater
<input type="checkbox"/> Barbeque	<input type="checkbox"/> HVAC Ground Mounted
<input type="checkbox"/> Bath Fan	<input type="checkbox"/> HVAC Roof Mounted
<input type="checkbox"/> Boiler or Compressor <=100,000 BTUs	<input type="checkbox"/> Hydronic Piping Only
<input type="checkbox"/> Boiler or Compressor 100,001 BTUs to 399,000 BTUs	<input type="checkbox"/> Hydronic Piping with Boiler
<input type="checkbox"/> Boiler or Compressor >400,000 BTUs	<input type="checkbox"/> Kitchen Fan
<input type="checkbox"/> Clothes Dryer	<input type="checkbox"/> Laundry Fan
<input type="checkbox"/> Commercial Cooking Equipment	<input type="checkbox"/> Logs
<input type="checkbox"/> Commercial Kitchen Hood – Type I	<input type="checkbox"/> Log Lighter
<input type="checkbox"/> Commercial Kitchen Hood – Type II	<input type="checkbox"/> Pellet Stove
<input type="checkbox"/> Condenser or Chiller	<input type="checkbox"/> Pool or Spa Heater
<input type="checkbox"/> Cooling Tower	<input type="checkbox"/> Power Exhausters
<input type="checkbox"/> Diffusers or Grilles – relocating or adding 15 or more	<input type="checkbox"/> Refrigeration Equipment
<input type="checkbox"/> Diffusers or Grilles – relocating or adding less than 15	<input type="checkbox"/> Smoke or Fire Damper
<input type="checkbox"/> Dryer Exhaust Duct	<input type="checkbox"/> Spray Paint Booth or Fume Hood
<input type="checkbox"/> Ductless Heat Pump	<input type="checkbox"/> Stove or Cooktop
<input type="checkbox"/> Duct Work Only	<input type="checkbox"/> Unit Heater
<input type="checkbox"/> Dust Collection System	<input type="checkbox"/> VAV Boxes
<input type="checkbox"/> Exhaust Fan with Duct	<input type="checkbox"/> Ventilation System
<input type="checkbox"/> Expansion Tank	<input type="checkbox"/> Wall Heater
<input type="checkbox"/> Fan Coil Boxes	<input type="checkbox"/> Water Heater Gas => 60 gallons
<input type="checkbox"/> Fireplace Insert – Gas	<input type="checkbox"/> Water Heater Gas < 60 gallons
<input type="checkbox"/> Fireplace Insert – Wood	<input type="checkbox"/> Water Heater – Tankless
<input type="checkbox"/> Floor Furnace	<input type="checkbox"/> Whole House Fan
<input type="checkbox"/> Free Standing Gas Stove	<input type="checkbox"/> Wood Stove
<input type="checkbox"/> Fuel Tank	<input type="checkbox"/> Other _____
<input type="checkbox"/> Furnace <=100,000 BTUs	
<input type="checkbox"/> Furnace 100,001 BTUs to 399,000 BTUs	
<input type="checkbox"/> Furnace >400,000 BTUs	
<input type="checkbox"/> Gas Piping (no fixture installation)	

I understand this application will expire if not issued within 365 days. (BCC 23.05.160)

I hereby certify that I am the owner (or owner's authorized agent) of this property or an appropriately licensed contractor (or the firm's authorized agent) and the installation of the work described will be performed in accordance with all applicable laws & codes, including state contractor registration laws. I understand that failure to comply may result in revocation of any permit from this application.

Signature _____ Date _____

Plan Review Requirements for Mechanical Applications

<p>When are PLANS required?</p>	<ul style="list-style-type: none"> • New, additions, alterations and replacement to non-residential building • New, additions, alterations and replacement to multifamily residential projects (3 or more dwelling units per building) • Townhomes over 3 stories • Relocation or addition of 15 or more diffusers or grilles • Penetration of fire-rated construction • Cooking equipment, commercial kitchen hoods (Type I and II) • Refrigeration • HVAC equipment • Fuel gas distribution piping and equipment, fuel gas-fired appliances, fuel gas-fired appliance venting and fuel tanks • Water Heaters =>60 gallons • Boiler venting and combustion air (Boilers are permitted thru L&I, a boiler is any water heater over 199 MBH) • Exterior work in a Design District • Rooftop installations: screening required • Generators • NOTE: Many buildings in Bellevue have Smoke Control systems. Any mechanical work in one of these buildings will require the applicant to verify the affects to the smoke control system.
<p>Copies of the plans and other documents</p>	<p style="text-align: center;">3 copies of Mechanical Plans Routing Checklist for Mechanical Permits</p>
<p>Plan Requirements</p>	<ul style="list-style-type: none"> • Reflected ceiling plans: show and identify ductwork, equipment, piping, supply diffusers, return air grilles, fire dampers • Roof plan: show equipment ductwork, vents, roof access, equipment screening • List of equipment • Equipment screening • Equipment sizing calculations • Building elevation demonstrating the equipment screening method for: <ul style="list-style-type: none"> ○ All rooftop units, or ○ Exterior work in a Design District • Site plan: required for propane or fuel tanks <p>For installation of a generator, see submittal description sheet #67.</p> <p>For Commercial Kitchen Hood Checklist, see submittal description sheet #70.</p> <p>For Land Use requirements, see submittal description sheet #71.</p>
<p>Who can answer code or plan review questions?</p>	<div style="text-align: center;"> <p>Valerie Graber 425-452-4576 vgrab@bellevuewa.gov</p> </div> <hr/> <div style="text-align: center;"> <p>Land Use - Development Services Desk 425-452-4188 (rooftop equipment screening or Exterior work in a Design District)</p> </div>